

# VILLAGE OF AVON, NEW YORK

PERMIT # \_\_\_\_\_  
 PAID: \_\_\_\_\_  
 RECEIPT # \_\_\_\_\_

## APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

**IMPORTANT — Applicant to complete all items in sections: I, II, III, IV, and VIII.**

<b>I. LOCATION OF BUILDING</b>	AT (LOCATION) _____	(NO.) _____	(STREET) _____	ZONING DISTRICT _____
	_____ AND _____		(CROSS STREET)	(CROSS STREET)
	SUBDIVISION _____	LOT _____	LOT SIZE _____	

**II. TYPE AND COST OF BUILDING — All applicants complete Parts A — D**

<p><b>A. TYPE OF IMPROVEMENT</b></p> <p>1 <input type="checkbox"/> New building</p> <p>2 <input type="checkbox"/> Addition [If residential, enter number of new housing units added, if any, in Part D, 13]</p> <p>3 <input type="checkbox"/> Alteration [See 2 above]</p> <p>4 <input type="checkbox"/> Repair, replacement</p> <p>5 <input type="checkbox"/> Wrecking [If multifamily residential, enter number of units in building in Part D, 13]</p> <p>6 <input type="checkbox"/> Moving (relocation)</p> <p>7 <input type="checkbox"/> Change of Occupancy</p>	<p><b>D. PROPOSED USE — For "Wrecking" most recent use</b></p> <table style="width:100%;"> <tr> <td style="width:50%; vertical-align: top;"> <p><b>Residential</b></p> <p>12 <input type="checkbox"/> One family</p> <p>13 <input type="checkbox"/> Two or more family — Enter number of units — — — — —&gt; _____</p> <p>14 <input type="checkbox"/> Transient hotel, motel, or dormitory — Enter number of units — — — — —&gt; _____</p> <p>15 <input type="checkbox"/> Garage</p> <p>16 <input type="checkbox"/> Carport</p> <p>17 <input type="checkbox"/> Other — Specify _____</p> </td> <td style="width:50%; vertical-align: top;"> <p><b>Nonresidential</b></p> <p>18 <input type="checkbox"/> Amusement, recreational</p> <p>19 <input type="checkbox"/> Church, other religious</p> <p>20 <input type="checkbox"/> Industrial</p> <p>21 <input type="checkbox"/> Parking garage</p> <p>22 <input type="checkbox"/> Service station, repair garage</p> <p>23 <input type="checkbox"/> Hospital, institutional</p> <p>24 <input type="checkbox"/> Office, bank, professional</p> <p>25 <input type="checkbox"/> Public utility</p> <p>26 <input type="checkbox"/> School, library, other educational</p> <p>27 <input type="checkbox"/> Stores, mercantile</p> <p>28 <input type="checkbox"/> Tanks, towers</p> <p>29 <input type="checkbox"/> Other — Specify _____</p> </td> </tr> </table>	<p><b>Residential</b></p> <p>12 <input type="checkbox"/> One family</p> <p>13 <input type="checkbox"/> Two or more family — Enter number of units — — — — —&gt; _____</p> <p>14 <input type="checkbox"/> Transient hotel, motel, or dormitory — Enter number of units — — — — —&gt; _____</p> <p>15 <input type="checkbox"/> Garage</p> <p>16 <input type="checkbox"/> Carport</p> <p>17 <input type="checkbox"/> Other — Specify _____</p>	<p><b>Nonresidential</b></p> <p>18 <input type="checkbox"/> Amusement, recreational</p> <p>19 <input type="checkbox"/> Church, other religious</p> <p>20 <input type="checkbox"/> Industrial</p> <p>21 <input type="checkbox"/> Parking garage</p> <p>22 <input type="checkbox"/> Service station, repair garage</p> <p>23 <input type="checkbox"/> Hospital, institutional</p> <p>24 <input type="checkbox"/> Office, bank, professional</p> <p>25 <input type="checkbox"/> Public utility</p> <p>26 <input type="checkbox"/> School, library, other educational</p> <p>27 <input type="checkbox"/> Stores, mercantile</p> <p>28 <input type="checkbox"/> Tanks, towers</p> <p>29 <input type="checkbox"/> Other — Specify _____</p>
<p><b>Residential</b></p> <p>12 <input type="checkbox"/> One family</p> <p>13 <input type="checkbox"/> Two or more family — Enter number of units — — — — —&gt; _____</p> <p>14 <input type="checkbox"/> Transient hotel, motel, or dormitory — Enter number of units — — — — —&gt; _____</p> <p>15 <input type="checkbox"/> Garage</p> <p>16 <input type="checkbox"/> Carport</p> <p>17 <input type="checkbox"/> Other — Specify _____</p>	<p><b>Nonresidential</b></p> <p>18 <input type="checkbox"/> Amusement, recreational</p> <p>19 <input type="checkbox"/> Church, other religious</p> <p>20 <input type="checkbox"/> Industrial</p> <p>21 <input type="checkbox"/> Parking garage</p> <p>22 <input type="checkbox"/> Service station, repair garage</p> <p>23 <input type="checkbox"/> Hospital, institutional</p> <p>24 <input type="checkbox"/> Office, bank, professional</p> <p>25 <input type="checkbox"/> Public utility</p> <p>26 <input type="checkbox"/> School, library, other educational</p> <p>27 <input type="checkbox"/> Stores, mercantile</p> <p>28 <input type="checkbox"/> Tanks, towers</p> <p>29 <input type="checkbox"/> Other — Specify _____</p>		
<p><b>B. OWNERSHIP</b></p> <p>8 <input type="checkbox"/> Private (individual, corporation, nonprofit institution, etc.)</p> <p>9 <input type="checkbox"/> Public (Federal, State, or local government)</p>			

<p><b>C. COST</b></p> <p>10. Cost of improvement ..... \$ _____</p> <p><i>To be installed but not included in the above cost</i></p> <p>a. Electrical ..... _____</p> <p>b. Plumbing ..... _____</p> <p>c. Heating, air conditioning ..... _____</p> <p>d. Other (elevator, etc.) ..... _____</p> <p>11 TOTAL COST OF IMPROVEMENT ..... \$ _____</p>	<p>[Omit cents]</p>	<p>Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**III. SELECTED CHARACTERISTICS OF BUILDING — For new buildings and additions, complete Parts E — M; for wrecking, complete only Part E, for all others skip to IV.**

<p><b>E. PRINCIPAL TYPE OF FRAME</b></p> <p>30 <input type="checkbox"/> Masonry (wall bearing)</p> <p>31 <input type="checkbox"/> Wood frame</p> <p>32 <input type="checkbox"/> Structural steel</p> <p>33 <input type="checkbox"/> Reinforced concrete</p> <p>34 <input type="checkbox"/> Other — Specify _____</p>	<p><b>G. DIMENSIONS:</b></p> <p>40 Length _____ Width _____</p> <p>41 No. Stories _____</p>	<p><b>J. TOTAL SQ. FT. AREA</b></p> <p>48 Total Ground Floor Area of All Structures on Lot Including Proposed ..... SF</p> <p>49 Total Land Area Sq. Ft. .... SF</p> <p>50 Percentage of Lot Coverage ..... %</p>	
	<p><b>H. SQUARE FT. AREA</b></p> <p>42 1st Floor ..... SF</p> <p>43 Each Additional Story ..... SF</p>	<p><b>K. NUMBER OF OFF-STREET PARKING SPACES</b></p> <p>51 Enclosed ..... _____</p> <p>52 Outdoors ..... _____</p>	
<p><b>F. PRINCIPAL TYPE OF HEATING FUEL</b></p> <p>35 <input type="checkbox"/> Gas</p> <p>36 <input type="checkbox"/> Oil</p> <p>37 <input type="checkbox"/> Electricity</p> <p>38 <input type="checkbox"/> Coal</p> <p>39 <input type="checkbox"/> Other — Specify _____</p>	<p><b>I. TYPE OF MECHANICAL</b></p> <p>Will there be central air conditioning?</p> <p>44 <input type="checkbox"/> Yes                      45 <input type="checkbox"/> No</p> <p>Will there be an elevator?</p> <p>46 <input type="checkbox"/> Yes                          47 <input type="checkbox"/> No</p>	<p><b>L. RESIDENTIAL BUILDINGS ONLY</b></p> <p>53 Number of bedrooms ..... _____</p> <p>54 Number of bathrooms</p> <p style="margin-left: 100px;">} Full ..... _____</p> <p style="margin-left: 100px;">} Partial ..... _____</p>	

NO STREET

**III. M (Description of Repair or Alteration Work)**


**NOTES AND DATA:**

**FEES:**

Per attached schedule.

**INSTRUCTIONS**

- a. This application must be accompanied by two complete sets of plans showing proposed construction and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical, electrical and plumbing installations.
- b. **The work covered by this application may not be commenced before the issuance of Building Permit.**
- c. Upon approval of this application, the Building Department will issue a Building Permit to the applicant together with approved, duplicate set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises available for inspection throughout the progress of the work.
- d. No building shall be occupied or used in whole or part for any purpose whatever until a Certificate of Occupancy shall have been granted by the Building Department.
- e. All applicants must stake out property lines and proposed construction for the purpose of checking set backs before permit will be issued.
- f. **APPLICATION IS HEREBY MADE** to the Building Department for the issuance of a Building Permit pursuant to the New York State Building Construction Code for the construction of buildings, additions or alterations, or for removal or demolition, as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations.
- g. Building Permits expire 6 months after issuance - per Section 26.33(A).

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
(Address of applicant)

**IV. IDENTIFICATION — To be completed by all applicants**

	Name	Mailing address — Number, street, city, and State	ZIP code	Tel. No.
1. Owner or Lessee				
2. Contractor				
3. Architect or Engineer				
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.				
Signature of applicant		Address	Application date	

**DO NOT WRITE BELOW THIS LINE**

**V. ADDITIONAL PERMITS REQUIRED OR OTHER JURISDICTION APPROVALS**

Permit or Approval	Check	Date Obtained	Number	By	Permit or Approval	Check	Date Obtained	Number	By
<b>WATER TAP</b>					<b>SEWER TAP</b>				
<b>PLANNING BOARD REVIEW</b>					<b>PLUMBING</b>				
<b>VARIANCE</b>					<b>SIGN</b>				
<b>CURB OR SIDEWALK CUT</b>					<b>OTHER</b>				

**VI. VALIDATION**

Building Permit number _____ Building Permit issued _____ 19____ Building Permit Fee \$ _____ Change of Occupany Fee \$ _____ Variance Fee \$ _____ Disapproved A/C _____	<p style="text-align:center;"><u>FOR DEPARTMENT USE ONLY</u></p> Use Group _____ Construction Type _____ Basement Walls or Foundation _____ Occupancy Load _____
Approved by: _____ _____ Building Inspector	

**VII. ZONING PLAN EXAMINERS NOTES**

DISTRICT
USE
FRONT YARD
SIDE YARD <span style="float:right;">SIDE YARD</span>
REAR YARD
NOTES

**VIII. SITE OR PLOT PLAN - For Applicant Use (Must be completed for New Construction and Additions)**

A large rectangular area filled with a fine grid of small squares, intended for drawing a site or plot plan. The grid is composed of approximately 20 columns and 30 rows of squares.

**NOTE: PLOT PLAN MUST SHOW SIZE AND LOCATION OF ALL STRUCTURES ON PROPERTY**

**IX.**

**CERTIFICATES**  
*[Required For Demolition Permits]*

The following certificates must be signed before this application is submitted to the Superintendent of Building and Zoning.

I certify that the necessary permits have been obtained for the disconnection of sewer and water service.

---

Department of Public Works